

Charity number: 1115080

Company number: 05456556

Harrow Community Transport
(A company limited by guarantee)

Trustees' report and unaudited financial statements

for the year ended 31 March 2021

Harrow Community Transport
(A company limited by guarantee)

Contents

	Page
Legal and administrative information	1
Trustees' report	2 - 5
Independent examiners' report	6
Statement of financial activities	7
Statement of financial position	8 - 9
Cash flow statement	10
Notes to the financial statements	11 - 18

Harrow Community Transport
(A company limited by guarantee)

Legal and administrative information

Charity number 1115080

Company registration number 05456556

Registered office The Lodge
64 Pinner Road
Harrow
Middlesex
HA1 4HZ

Trustees	Gladys Janes	
	Louise Bennett	
	Gerard Devine	Chair
	Lesley Spence	
	Michael Skinner	Treasurer
	John Quinn	
	Ashley Williams	

Accountants Hamilton-Eddy & Co.
Chartered Accountants
39 Tamworth Road
Croydon
Surrey
CR0 1XU

Bankers Santander
Business Banking Centre
301 St Vincent Street
Glasgow
G2 5NT

Harrow Community Transport

(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)

for the year ended 31 March 2021

The trustees present their report and the financial statements for the year ended 31 March 2021. The trustees, who are also directors of Harrow Community Transport for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 19 May 2005 (as amended by special resolution dated 25 May 2006) and registered as a charity.

The Trustees, who also are the Management Committee and Directors of Harrow Community Transport [HCT] for the purposes of company law and who served during the year up to the date of this report are shown on page 1 of this report. The Trustees meet regularly (usually 6 times per year but more frequently if required) to manage the affairs of the company.

The trustees have complied with the duty in the Charities Act 2011 to have regard to the public benefit guidance published by the Charity Commission.

Objectives and activities

The Charity's objectives and principal activities are the provision of non-profit community transport services in the London Borough of Harrow and its environs. The services are provided primarily for the use of individuals in specific need who by reason of age, mental or physical disability or poverty are unable to use or have difficulty in using public transport and for use by charitable organisations or for the charitable purposes of other voluntary organisations.

The company operates minibuses (including specially adapted vehicles) for the purposes outlined above and also recruits, trains, certifies and registers volunteer drivers and assistants.

Achievements and performance

Governance

The trustees meet bi-monthly to manage the company's affairs. They monitor the company's performance as well as participating in the ongoing activities of Harrow Community Transport (Harrow CT), such as being volunteer drivers, users and promoters of the service and providing feedback on opportunities for the company to improve its performance and develop its activities in the charitable and voluntary sector. As well as ensuring that the company complies with all required policies, the trustees maintain a general overview of the activities of Harrow CT and regularly update a risk register which provides early warning of issues which may affect future performance and mitigation measures. Trustees are also encouraged to apply their specialist knowledge and skills where appropriate and develop skills in new areas appropriate to their role as trustees, for example through courses such as those run by Voluntary Action Harrow. Trustees receive no payment of money or any other material benefit for their services to the charity.

A weekly report on cash flow is produced by the Administrator and circulated to the Chair, Hon Treasurer, and Operations Director. This also contains forward forecasts and provides a constant indicator of the financial health of the Company. Income/expenditure accounts are monitored bi-monthly by the Trustees, who at the same time are advised on financial performance and recommendations on financial transaction expenditure including acquisition and disposal of vehicles and IT equipment.

Harrow Community Transport **(A company limited by guarantee)**

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2021

Income and fleet deployment

Financial results continue to show a positive trend from the loss-making position incurred in 2017-18, to surpluses in the three subsequent financial years. The 2020-21 surplus of £19,352, though down on the 2019-20 figure of £67,481 is a considerable achievement in view of the extremely depressed level of activity resulting from the Coronavirus lockdowns which affected much of the period under review. Nearly all our school transport and special educational needs (SEN) services, and for a while most of the NHS patient transport activities, were suspended from the beginning of the year. The financial outlook at this point looked bleak, and had it not been for two initiatives from which the charity was able to benefit, the survival of Harrow CT could have been at risk.

The Government's Coronavirus Job Retention scheme enabled most staff to be furloughed for much of the financial year, with a significant reduction in salary and wage costs. Although passenger transport activity reduced to a very low level, the award of a contract to support emergency food distribution by Harrow Council provided a lifeline not only to the recipients of thousands of food parcels which were delivered across the borough by Harrow CT vehicles and drivers, but to the charity itself over a six month period from March 2020. Income was down by one third compared to 2019-20, but would have been reduced by a further third without the Harrow Council emergency food distribution service. The small number of staff who were not furloughed worked very hard during this time to transport many tonnes of food each week from warehouses to the Bridge food preparation centre and then as individual parcels to hundreds of homes throughout Harrow. All this was done under very strict hygiene precautions to avoid spreading the virus, and the selfless dedication to duty of those involved exceeded even the traditionally high levels of commitment of our staff. We are grateful to them, to Harrow Council, and the Help Harrow partnership for enabling Harrow CT to provide a different, but arguably more important than ever, form of transport service to the community during this national crisis.

Cost management

Prudent management of the charity's assets meant that vehicle running costs were reduced by 35%, with some minibuses being temporarily removed from service, older vehicles disposed of, and short term leases terminated. The small residual fleet was largely reconfigured into freight carrying mode for the duration of the main lockdown period, to facilitate food distribution activity. Use of the Coronavirus Job Retention Scheme, together with substantially lower than usual levels of passenger carrying activity, enabled a reduction of over 30% in salary and wage costs. Whilst the majority of staff returned to employment with Harrow CT when activity levels increased, regrettably a very small number have subsequently been made redundant as a result of the loss of some Harrow Council SEN contracts. A bad debt of £15,117 resulting from Harrow Council's refusal to meet the costs of instant curtailment of a school transport contract, had to be written off.

Community activities

The demand for minibuses by voluntary and community groups fell to zero for much of the year, as even after the main lockdown restrictions were lifted, many people were reluctant or unable to go outdoors, or to travel in groups. Our programme of day trips had to be abandoned for the whole year, and subscriptions to the Wayfarer's Club were held over until its programme of day trips can be resumed. The Community Car Service ceased, but we plan to relaunch it when conditions allow. The aim of our community activities remains to improve the health and well-being of Harrow residents through access to a variety of activities which require mobility. In order to do this, we need to generate sufficient funds through the charity's contract work to cover the difference between the affordable rates charged for community activities and the full costs of the resources deployed in support of these activities. We are hopeful that this will be possible when trading conditions return to a sustainable position.

Harrow Community Transport **(A company limited by guarantee)**

Report of the trustees (incorporating the directors' report) **for the year ended 31 March 2021**

Training and the regulatory environment

The company's pro-active policy on training continued during the year, though at a reduced level aimed at meeting both normal operational requirements and the rigorous hygiene and sanitisation measures to prevent the spread of Covid-19. Concerns about the regulatory environment which had thrown a cloud over the future of Community Transport in the United Kingdom in previous years have been substantially lifted following a Judicial Review, the results of which were published in December 2019. The Department for Transport has subsequently re-issued its guidance covering the licensing of community transport services, largely clarifying the Government's position.

Health and Safety

The company maintains a high level of commitment to health and safety and has measures in place to ensure that its policies are carried out in respect of staff, vehicles, administration and operating procedures. Particular attention was paid to sourcing and enabling the use of PPE (Personal Protective Equipment) for all staff to ensure their safety and that of their passengers. No cases of transmission of Covid-19 through contact with Harrow CT staff or vehicles was recorded.

Service delivery

Excellent service delivery is a key objective of Harrow CT, whose standards of customer service are highly regarded. The responsiveness and flexibility of our small operations team, our drivers and passenger assistants ensures that the integrity of day to day operations is maintained, despite the challenges of Covid-19, worsening traffic congestion and the need for short notice changes in vehicle seating configurations to optimise fleet utilisation.

Staff remuneration

Core staff remuneration remained constant throughout the period. We continue to aim as a minimum to pay the London Living Wage (LLW) for all staff, though contract prices with some organisations who also claim to subscribe to LLW principles currently prevent us from fully achieving this objective.

Fundraising

Our fundraising activities provide a valuable supplement to help fund the charity's community transport services, and we are particularly grateful to Harrow and Pinner Lions for their continuing support. There was an increase in donations during the year, from £1,276 to £2,885 which reflects a heartening spirit of generosity at a time of national crisis and hardship.

Future outlook

Recovery of the company's financial position to a sustainable level of surplus will centre on the development of further contract activities, coupled with continuing rigorous cost control, which will help secure the company's long-term future. The trustees' aim is to develop a diversified portfolio of contracts to ensure optimal performance. Partnership working with other organisations is used where necessary to ensure growth of business. The continuation of the locally based community transport service which is the charity's raison d'être will continue to be our highest priority. We offer volunteers a unique opportunity to work in a range of roles in conjunction with professional community transport staff, to serve the residents of Harrow, an objective which we are proud to uphold.

Financial review

Financial review 2020/21

The accounts reflect a financial performance which though less satisfactory than the previous year, is better than we had expected in the first six months when the first lockdown was at its height. Incoming resources decreased by £48.1k (73%) compared with 2019-20, and resources expended decreased by £161.0k (74%), resulting in £19.3k being carried forward to the year 2021-21, down from £67.5k last year.

Harrow Community Transport

(A company limited by guarantee)

Report of the trustees (incorporating the directors' report) for the year ended 31 March 2021

The amount owing from trade debtors has decreased by £59k compared with last year, partly reflecting the lower overall level of activity. The write-off of £15,117 owing from Harrow Council since March 2020 is disappointing, though every effort was made to recover the debt. Net funds have increased by 6% from 2019-20 which in view of the difficult trading conditions is regarded as satisfactory by the Trustees. However it is below the level regarded as necessary for expansion in the longer term.

Financial reporting continues to improve, with regular reports of income and expenditure to the Trustees, together with weekly cash flow analysis. The charity is in a good position financially as resources are being better utilised and more closely aligned with activity. The Trustees are grateful for the hard work of the Director and staff in responding quickly and flexibly to the Coronavirus crisis. By so doing they safeguarded the future of the charity and protected the long term interests of its users.

Statement of trustees' responsibilities

The trustees (who are also directors of Harrow Community Transport for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Board on 16 December 2021 and signed on its behalf by

Gerard Devine
Director

Louise Bennett
Director

Harrow Community Transport
(A company limited by guarantee)

Independent examiner's report to the trustees on the unaudited financial statements of Harrow Community Transport.

I report on the accounts of Harrow Community Transport for the year ended 31 March 2021 set out on pages 2 to 18.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to examine the accounts under section 145 of the Act; to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. Accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
David Weeden

F.C.A.

Independent examiner

Hamilton-Eddy & Co.
Chartered Accountants
39 Tamworth Road
Croydon
CR0 1XU

Date: 16 December 2021

Harrow Community Transport
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Incoming resources					
Incoming resources from generating funds:					
Donations and grants	4	14,321	-	14,321	12,079
Activities for generating funds	5	455,383	-	455,383	663,923
Investment income	6	34	-	34	87
Other incoming resources	7	4,000	-	4,000	6,800
Total incoming resources		<u>473,738</u>	<u>-</u>	<u>473,738</u>	<u>682,889</u>
Resources expended					
Charitable activities	8	442,642	10,544	453,186	614,144
Governance costs	9	1,200	-	1,200	1,264
Total resources expended		<u>443,842</u>	<u>10,544</u>	<u>454,386</u>	<u>615,408</u>
Net incoming/(outgoing) resources for the year		29,896	(10,544)	19,352	67,481
Total funds brought forward		<u>220,401</u>	<u>91,909</u>	<u>312,310</u>	<u>244,829</u>
Total funds carried forward		<u>250,297</u>	<u>81,365</u>	<u>331,662</u>	<u>312,310</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 18 form an integral part of these financial statements.

Harrow Community Transport
(A company limited by guarantee)

Statement of financial position
as at 31 March 2021

	Notes	£	2021 £	£	2020 £
Fixed assets					
Tangible assets	14		81,461		91,639
Current assets					
Debtors	15	117,039		179,225	
Cash at bank and in hand		158,896		86,558	
		<u>275,935</u>		<u>265,783</u>	
Creditors: amounts falling due within one year	16	(25,734)		(45,112)	
Net current assets			<u>250,201</u>		<u>220,671</u>
Net assets			<u>331,662</u>		<u>312,310</u>
Funds	17				
Restricted income funds			81,365		91,909
Unrestricted income funds			<u>250,297</u>		<u>220,401</u>
Total funds			<u>331,662</u>		<u>312,310</u>

The Statement of financial position continues on the following page.

The notes on pages 11 to 18 form an integral part of these financial statements.

Harrow Community Transport
(A company limited by guarantee)

Statement of financial position (continued)

Trustees statements required by the Companies Act 2006
for the year ended 31 March 2021

In approving these financial statements as trustees of the company we hereby confirm:

- (a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ;
- (b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2021.
- (c) that the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to the accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'

The financial statements were approved by the board on 16 December 2021 and signed on its behalf by

Gerard Devine
Director

Louise Bennett
Director

Company number: 05456556

The notes on pages 11 to 18 form an integral part of these financial statements.

Harrow Community Transport
(A company limited by guarantee)

Cash flow statement

for the year ended 31 March 2021

	Notes	2021 £	2020 £
Net incoming resources for the year		19,352	67,481
Interest receivable		(34)	(87)
Loss on disposal of fixed assets		-	(3,800)
Depreciation and impairment		17,701	15,692
Decrease/(Increase) in debtors		62,186	(68,952)
(Decrease)/Increase in creditors		(19,378)	18,974
Net cash inflow from operating activities		<u>79,827</u>	<u>29,308</u>
Returns on investments and servicing of finance	20	34	87
Capital expenditure	20	(7,523)	(9,353)
Increase in cash in the year		<u>72,338</u>	<u>20,042</u>
Reconciliation of net cash flow to movement in net funds	21		
Increase in cash in the year		72,338	20,042
Net funds at 1 April 2020		<u>86,558</u>	<u>66,516</u>
Net funds at 31 March 2021		<u>158,896</u>	<u>86,558</u>

Harrow Community Transport

(A company limited by guarantee)

Notes to financial statements

for the year ended 31 March 2021

1. General Information

The company is a private company, limited by guarantee, registered in England. The address of the registered office is The Lodge, 64 Pinner Road, Harrow, Middlesex, HA1 4HZ.

2. Statement of compliance

These financial statements have been prepared in compliance with the provisions of FRS 102, Section 1A, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

3. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

3.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2015) and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the entity.

3.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Grants are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

3.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

3.4. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment	-	25% reducing balance
Motor vehicles - new	-	10% straight line
Motor vehicles - 2nd hand	-	20% straight line

3.5. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

4. Donations and grants

	Unrestricted funds £	2021 Total £	2020 Total £
Donations	2,885	2,885	1,276
Grants - BSOG	9,849	9,849	10,803
Grants - Harrow Council EHT	1,587	1,587	-
	<u>14,321</u>	<u>14,321</u>	<u>12,079</u>

5. Activities for generating funds

	Unrestricted funds £	2021 Total £	2020 Total £
Group Transport	429,360	429,360	593,661
Driver Training	-	-	350
Driver Service	26,008	26,008	68,331
Membership Subscriptions	15	15	1,581
	<u>455,383</u>	<u>455,383</u>	<u>663,923</u>

6. Investment income

	Unrestricted funds £	2021 Total £	2020 Total £
Bank interest receivable	34	34	87
	<u>34</u>	<u>34</u>	<u>87</u>

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

7. Other incoming resources

	Unrestricted funds £	2021 Total £	2020 Total £
Gain on disposal of tangible fixed assets	-	-	3,800
Other income	4,000	4,000	3,000
	<u>4,000</u>	<u>4,000</u>	<u>6,800</u>

8. Costs of charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Salaries and Wages	235,754	-	235,754	341,056
Employer's NIC	17,433	-	17,433	19,705
Pension costs	4,461	-	4,461	4,774
Subcontractor	-	-	-	10,889
Office Rent	20,556	-	20,556	11,793
Computer Expenses	4,073	-	4,073	4,138
Bad Debts	15,117	-	15,117	-
Insurance	2,708	-	2,708	2,494
General Expenses	1,889	-	1,889	5,795
Vehicle Running Costs	116,510	-	116,510	178,131
Repairs & maintenance	2,411	-	2,411	69
Travelling Expenses	356	-	356	1,790
Consultancy Fees	2,790	-	2,790	3,760
Bookkeeping	4,051	-	4,051	3,112
Training	1,643	-	1,643	3,373
Telephone	4,647	-	4,647	4,248
Printing & Stationery	858	-	858	1,963
Volunteer Support	-	-	-	7
Depreciation	7,157	10,544	17,701	15,692
Subscriptions	228	-	228	755
Professional and Legal fees	-	-	-	600
	<u>442,642</u>	<u>10,544</u>	<u>453,186</u>	<u>614,144</u>

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

9. Governance costs

	Unrestricted funds £	2021 Total £	2020 Total £
Independent Examiner fees	1,200	1,200	1,264
	<u>1,200</u>	<u>1,200</u>	<u>1,264</u>

10. Net incoming resources for the year

	2021 £	2020 £
Net incoming resources is stated after charging/(crediting):		
Depreciation and other amounts written off tangible fixed assets	17,701	15,692
Independent Examiner's remuneration	<u>1,200</u>	<u>1,264</u>
and after crediting:		
Profit on disposal of tangible fixed assets	<u>-</u>	<u>3,800</u>

11. Employees

Employment costs	2021 £	2020 £
Wages and salaries	325,466	341,056
Job Retention Scheme receipts	(89,712)	-
Social security costs	17,433	19,705
Pension costs	<u>4,461</u>	<u>4,774</u>
	<u>257,648</u>	<u>365,535</u>

No employee received emoluments of more than £60,000 (2020 : None).

Number of employees

The average monthly headcount of employees during the year, was as follows:

	2021 Number	2020 Number
Direct charitable work	21	18
Management and administration	<u>3</u>	<u>3</u>
	<u>24</u>	<u>21</u>

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

12. Pension costs

The company operates a defined contribution pension scheme in respect of the employees who need to be included in Auto Enrolment. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	2021	2020
	£	£
Pension charge	4,461	4,774

13. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

14. Tangible fixed assets

	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost			
At 1 April 2020	14,352	128,846	143,198
Additions	7,523	-	7,523
Disposals	(2,950)	-	(2,950)
At 31 March 2021	18,925	128,846	147,771
Depreciation			
At 1 April 2020	10,760	40,799	51,559
Charge for the year	3,208	14,493	17,701
On disposals	(2,950)	-	(2,950)
At 31 March 2021	11,018	55,292	66,310
Net book values			
At 31 March 2021	7,907	73,554	81,461
At 31 March 2020	3,592	88,047	91,639

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

15. Debtors

	2021	2020
	£	£
Trade debtors	108,033	167,040
Other debtors	-	4,050
Accrued income	8,248	5,965
Prepayments	758	2,170
	<u>117,039</u>	<u>179,225</u>

16. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	23,628	39,088
Other taxes and social security	215	3,297
Other creditors	91	-
Accruals	1,800	2,727
	<u>25,734</u>	<u>45,112</u>

17. Analysis of net assets between funds

	Unrestricted funds	Restricted	Total funds
	£	£	£
Fund balances at 31 March 2021 as represented by:			
Tangible fixed assets	19,075	62,386	81,461
Current assets	256,956	18,979	275,935
Current liabilities	(25,734)	-	(25,734)
	<u>250,297</u>	<u>81,365</u>	<u>331,662</u>

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

18. Unrestricted funds	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
General Fund	220,401	473,738	(443,842)	250,297
	<u>220,401</u>	<u>473,738</u>	<u>(443,842)</u>	<u>250,297</u>

Purposes of unrestricted funds

The General Fund provides for the provision of head office services. Funding grants have been received from the London Borough of Harrow which are supplemented by small surpluses on Transport operations.

19. Restricted funds	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
Dept for Transport - Greener Bus Fund	91,909	-	(10,544)	81,365
	<u>91,909</u>	<u>-</u>	<u>(10,544)</u>	<u>81,365</u>

Purposes of restricted funds

Dept for Transport - Greener Bus Fund

Government funding to reduce nitrogen oxide emissions and improve air quality.

20. Gross cash flows	2021 £	2020 £
Returns on investments and servicing of finance		
Interest received	34	87
	<u>34</u>	<u>87</u>
Capital expenditure		
Payments to acquire tangible assets	(7,523)	(13,153)
Receipts from sales of tangible assets	-	3,800
	<u>(7,523)</u>	<u>(9,353)</u>

Harrow Community Transport
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2021

21. Analysis of changes in net funds

	Opening balance	Cash flows	Closing balance
	£	£	£
Cash at bank and in hand	86,558	72,338	158,896
Net funds	<u>86,558</u>	<u>72,338</u>	<u>158,896</u>

22. Company limited by guarantee

Harrow Community Transport is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.